INDIAN AUDIT AND ACCOUNTS DEPARTMENT

OFFICE OF THE ACCOUNTANT-GENERAL IN MYSORE, BANGALORE.

Notification dated 8th May 1951.

All Treasury Officers.
All Heads of Departments.

Subject :—Claims of Gazetted Government Servants.

No. G.A.I.—Gl.—46. In inviting a reference to Article of M.C.A.C. Vol. I, I have to convey the following instructions for your information and necessary action. The increase or change in the rate of salary or fixed allowance is caused by the following :—

(i) Increments.

(ii) Additions to salary like Duty Allowance, Compensatory Allowance, High Price Allowance, Conveyance Allowance, Fixed Travelling Allowance, etc.

(iii) The emoluments admissible to a Government Servant when he proceeds on leave irrespective of the fact, whether the leave is privilege leave. furlough on average salary, furlough on half average salary, etc., and

(iv) The emoluments admissible to a Government Servant when he returns to duty on the expiry of the leave.

In all these cases the claims of the officers should be passed only when accompanied by the Accountant-General's authorisation, a copy of which is always endorsed by this office in favour of the Treasury Officer concerned.

2. The Heads of Departments are requested to issue necessary instructions to the Gazetted Officers, under their control, for strict adherence to the provisions of the rule cited. The prompt transmission of the charge reports, both when the Government Servants proceed on leave and return to duty after leave, will enable an early settlement of leave salary and other claims of the officers

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Notification dated 26th December 1951.

All District Treasury Officers.
All Heads of Departments (both Central and State).

Subject :—Claims of Gazetted Government Servants.

No. G.A.I. Genl.—371. A number of instances where the treasury and other disbursing officers have made payments of pay, leave salary and allowances contrary to the instructions conveyed in this office circular No. G.A.I.—Gl.—46, dated 8th May 1951 (published in the *Mysore Gazette* dated the 17th May 1951) have come to the notice of audit.

2. In order to obviate the recurrence of such irregularities in future, I am notifying the circular referred to, once again, in the Gazette. The drawing and disbursing officers are particularly requested to note that the authority of this office is quite necessary for drawing the salary whenever a Government Servant proceeds on leave, or returns therefrom, irrespective of the fact whether there is any change in the amount of salary admissible or not. The procedure of payment of leave salary on the basis of copies of notifications issued by the leave sanctioning authority is irregular and should be stopped.

3. Travelling allowance claims of Gazetted Officers are personal claims (*Vide* Article 59, M.C.A.C Vol. I), and as such, stamped acquittances in respect of such claims should be furnished on the original bills themselves.

4. Heads of Departments are requested to issue necessary instructions to all Gazetted Officers under their control for strict adherence to the instructions conveyed in this letter. Prompt transmission of charge reports both when officers proceed on leave and return to duty after leave, will enable an early settlement of leave salary and other claims of officers They should invariably state the fact of proceeding on leave and returning therefrom in the bills claiming leave salary and allowances.

5. The District Treasury Officers are requested to communicate these instructions to all Taluk Treasury Officers under their control for strict adherence. Payments made in contravention of these instructions will be treated as "Treasury Irregularities".

S. GUPTA,
Accountant-General.

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Circular No. 21—T.M. dated 5th January 1952.

All Heads of Departments and Drawing Officers.

Sir,

Ref.—G.O. No. Fl. 5235-5330—S. & A.245-51-2, dated 1st December 1951, increasing the rates of Dearness and High PriceAllowances to the non-gazetted officers from 1st December 1951.

According to the Government Order referred to above the extra cost on account of the enhancement of Dearness Allowance by Rs. 5 sanctioned therein has to be debited to the "*Contingency Fund*" of the State until necessary grants are obtained at the next Session of the Legislative Assembly. Therefore, until further instructions, the amounts claimed on account of the enhanced Dearness Allowance should be shown in a separate column in the body of the bills and their total worked out separately. In the abstract on page 1 of the bill, a new item entitled "Contingency Fund" should be opened beneath the item "Pay of Establishment" and the total amount on account of enhanced Dearness Allowance shown against the same.

Yours faithfully

V. K. SUBRAMANYAM,
Deputy Accountant-General.

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FINANCIAL DEPARTMENT

OFFICE OF THE CONTROLLER, STATE ACCOUNTS DEPARTMENT, BANGALORE.

Circular No. 4321—C.S.A., dated 9th January 1951.

To

(1) All Heads of Departments.
(2) All Drawing Officers.

It is pointed out by the Accountant-General, Mysore, that deductions towards the purchase value of built houses allotted to Government Officials by the City Improvement Trust Board, Bangalore, are in numerous instances being wrongly included by the drawing officers in the deduction statement relating to House Building Advances. All the drawing officers are hereby informed that they should strictly adhere in future to the instructions conveyed by the Accountant-General in his Circular No. 587—B–II, dated 22nd August 1950, regarding the recovery in monthly instalments from the salary and pay bills of Government officers towards the balance of purchase value of built houses allotted to them in the Kumara Park West Extension, Bangalore, by the City Improvement Trust Board, Bangalore. Relevant extracts from the above circular are reproduced below for ready reference.

"Extract from Circular No. 587—B–II, dated 22nd August 1950, issued by the Accountant-General, Mysore, Bangalore.

Subject :—Recovery in monthly instalments from the salary and pay bills of Government Officers towards the balance of purchase value of built houses allotted to them in the Kumara Park West Extension, Bangalore, by the Bangalore City Improvement Trust Board.

Agreeably to the instruction of Government in the L.S.G. Department, conveyed in their letter No. L. 3242—I.T.B. 9–50–4, dated 20th June 1950, authorising the recovery of monthly instalments due towards the balance of purchase money of built houses in the Kumara Park West Extension, Bangalore, all Gazetted Officers to whom houses are allotted and who draw their salary on separate bills and drawing Officers in the case of non-gazetted officials to whom houses are allotted, are hereby requested to deduct the monthly instalments from their salary and establishment bills supported by necesaary deduction statements.